

# **Middletown Public Library**

## **Board of Trustees Meeting**

**Tuesday, September 18, 2007**

**Middletown Public Library, 700 West Main Road**

### **Minutes**

#### **Board Members:**

**Present: John Grisham, Holly Levine, Virgel Blaschke, Steve Arendt,  
Peter Van Steeden,**

**Mary Ulrich Budlong**

**Absent: none**

**Quorum: Yes**

**Others Present: Jim Knowlton, Noel Whitehurst**

#### **Proceedings:**

- . Meeting called to order at 6:05 pm by Chair, John Grisham**
- . Motion to amend agenda to add “committee appointment” after officer elections. Unanimously carried.**
- . Motion to accept minutes of August 21, 2007 as amended. Unanimously approved**

#### **Correspondence:**

- . Letter of resignation from Lynda Bronaugh.**
- Town has advertised vacancy and new appointment is anticipated prior to the October board meeting.**

**Director’s progress and financial reports on the library**

- . Written report submitted. Jim Knowlton orally reviewed information.**
- Motion to authorize the Director to engage in dialogue with the town regarding website renovation. Unanimously carried.**
- Motion to accept Director's report. Unanimously carried.**

### **Committee Reports:**

- . IT Committee – Steve Arendt stated that 1.) Island wide IT committee has started meeting, 2.) survey is ready to be placed on town website 3.)draft of annual committee report for town council is completed and report is expected to be given at next Town Council meeting.**
- . Friends – Virgel Blaschke reported Kingston Pizza would be providing food for book sale preview party on Sept. 28. Stone has been placed under the giving tree for Ed Wray.**
- . Children's Room Improvement Committee – Mary reported she had just received the contact information for the friend's representatives.**

### **Old Business**

- . Disaster Plan Update**
- Covered in Director's report**
- . State Grant-in-Aid Applications**
- Covered in Director's report. Completed and hand delivered.**
- . Library Internet Policy**
- Discussed in Director's report.**
- . Standing Committee on Library Policies**
- Motion to create a standing committee to review Library policies which will review policies every September and make**

**recommendations to the board. Unanimously carried.**

**. UPS System**

**- Discussed how to evaluate current UPS system. Director to request input from town IT committee.**

**New Business**

**. Election of Officers**

**- Chairman:**

**Mary Ulrich Budlong nominated Holly Levine for Chairman. Virgel Blaschke nominated**

**Steve Arendt for Chairman. For Steve Arendt: Virgel Blaschke, Steve Arendt For Holly**

**Levine: Mary Ulrich Budlong, Peter Van Steeden, John Grisham, Holly Levine. Holly**

**Levine elected Chairman**

**- Holly Levine appointed John Grisham to be acting secretary until new secretary is elected.**

**- Vice Chairman:**

**Virgel Blaschke nominated Steve Arendt for Vice Chairman. Peter Van Steeden**

**nominated Mary Ulrich Budlong for Vice Chairman. For Steve Arendt: Virgel Blaschke,**

**Steve Arendt. For Mary Ulrich Budlong: Holly Levine, John Grisham, Peter Van Steeden,**

**Mary Ulrich Budlong. Mary Ulrich Budlong elected Vice Chairman.**

**- Secretary:**

**Steve Arendt nominated Peter Van Steeden for Secretary. Motion to close nominations for secretary. Unanimously carried. Peter Van Steeden unanimously elected Secretary.**

**. Committee Appointments**

- Budget Committee – Steve Arendt (Chair), John Grisham**
- Director’s Evaluation Committee – John Grisham (Chair), Peter Van Steeden**
- Friend Liaison – Virgel Blaschke**
- Program/Outreach Committee – Holly Levine (chair), Virgel Blaschke**
- Children’s Room Improvement Committee – Mary Ulrich Budlong (chair)**
- IT Liaison – Steve Arendt, Virgel Blaschke**
- Policy Review Committee – Holly Levine (chair), John Grisham**

**Public Presentation to, or Discussion with the Board: None**

**Open Call by Chair Announcing Executive Session Pursuant to RIGL 42-46-2, 42-46-4, 42-46-5(a)(1) (personnel matters), 42-46-5(a)(2) (collective bargaining and/or litigation)**

**Barbara Camadeco received written notification and requested that the executive session be held in closed session.**

**Motion to go into executive session. Unanimously carried.**

**Executive session, door closed, session called to order at 7:00 pm, Executive session adjourned at 7:34 pm, doors opened, returned to**

**open meeting.**

**. Motion to adopt and seal August 21, 2007 executive session minutes. For: Mary Ulrich Budlong, Virgel Blaschke, Holly Levine, John Grisham, Steve Arendt. Abstained: Peter Van Steeden Motion carried.**

**Announcement:**

**Next board meeting will October 16, 2007**

**Motion to adjourn. Unanimously carried.**

**Meeting adjourned at 7:35 pm.**

**Minutes submitted by Secretary, Peter Van Steeden**